



Risk Management Program

Operating Procedures



June 26-28, 2007
Richland, Washington

RPM/PSM - Operating Procedures

- All processes should have operating procedures so that clear instructions on how to safely conduct activities in accordance with the facility's process hazard analysis
- Steps for each operating phase should include:
 - Initial start-up
 - Normal operations
 - Temporary operations
 - Emergency operations
 - Normal shut down
 - Start-up following emergency or major change

RPM/PSM - Operating Procedures

- **Operating Procedures must have:**
 - **Operating limits:**
 - Consequences of deviations
 - Steps required to correct or avoid deviation
 - **Safety and health considerations:**
 - Properties of, and physical hazards presented by, the chemicals used in the process
 - Precautions necessary to prevent exposure, including engineering controls, administrative controls, and personal protective equipment
 - Control measures to be taken if physical contact or airborne exposure occurs
 - Quality control for raw materials and control of hazardous chemical inventory levels
 - Any special or unique hazards
 - **Safety systems and their functions**

RMP/PSM – Operating Procedures

- Operating procedures must be readily accessible to employees who are involved in a process
- Procedures must be current and accurate and that procedures have been reviewed as often as necessary. **Must certify annually!**
- Developed and implemented safe work practices to provide for the control of hazards during specific operations, such as lockout/tagout – Must apply to employees and their contractors

RPM/PSM - Operating Procedures



- Operating limits should give **clear instructions** for safety conducting activities within a covered process
- Steps must include
 - Initial start-up
 - Normal operations
 - Temporary operations
 - Emergency operations
 - Normal shut down
 - Start-up following emergency or major change

RMP/PSM – Operating Procedures

- Operating procedures must have:

- Consequences of deviations
- Steps required to correct or avoid deviation



RMP/PSM – Operating Procedures

– Safety and health considerations:

- Properties of, and physical hazards presented by, the chemicals used in the process
- Precautions necessary to prevent exposure, including engineering controls, administrative controls, and personal protective equipment



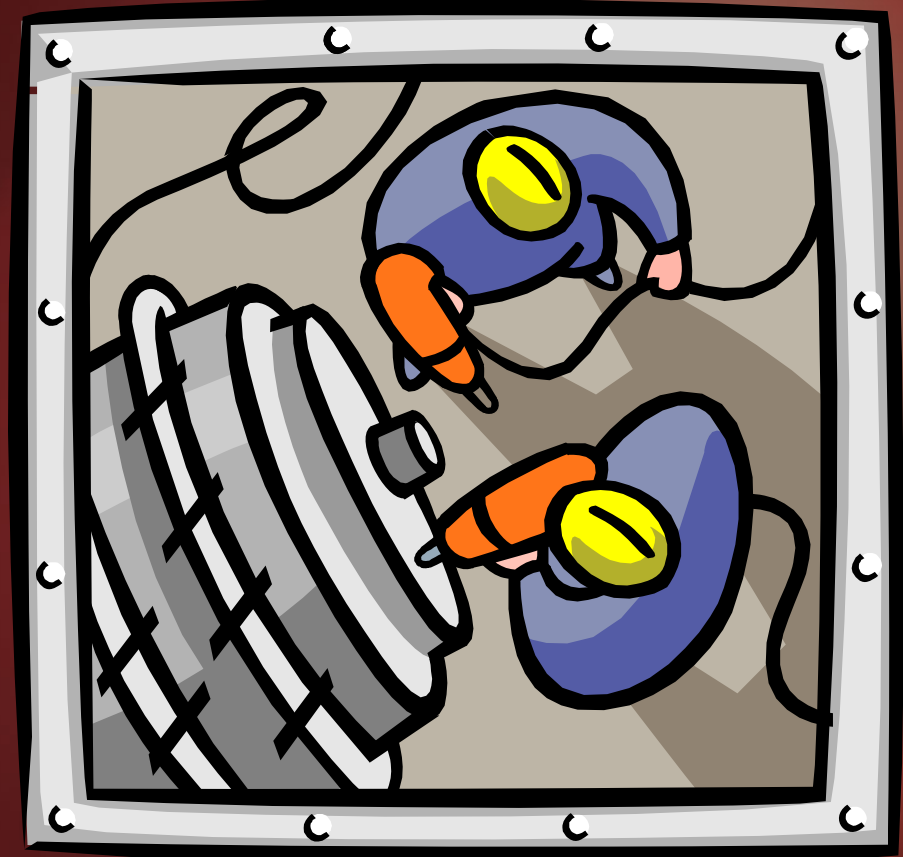
RPM/PSM - Operating Procedures



- Control measures to be taken if physical contact or airborne exposure occurs
- Quality control for raw materials and control of hazardous chemical inventory levels
- Any special or unique hazards

RPM/PSM - Operating Procedures

- Operating procedures must be **readily accessible** to employees who are involved in a process



RPM/PSM - Operating Procedures

- Procedures must be current and accurate and that procedures have been reviewed as often as necessary.
- **Must certify annually!!**



RPM/PSM - Operating Procedures



- Developed and implemented safe work practices to provide for the control of hazards during specific operations, such as lockout/tagout
- Must apply to all employees and contractors